

OTR

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Executive Assistant to DCI Document No. 069 14 November 1952

Director of Training

Weekly Summary Report

☐ NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGE TO: TS S (C)

DDA Memo, 4 Nov 77

Auth: DDA REG. 77/1763

Date: 25/01/78 By: 006

1. The Chief of the Management Training Division began the CIA Human Resources Program in OSD on 10 November with a group of 14 division chiefs, deputy chiefs and staff personnel. The response to the program was excellent and group meetings will be conducted during the next week.

2. The announcement of a new training program on Advanced Management to be conducted at the [REDACTED] will presently go to the offices of the Agency. The program will cover business policies, administrative practices, business in the American society, cost and financial administration, marketing and management, and problems in labor relations. The program will last three months, beginning 25 February 1953. Personnel GS-15 and above will be considered for the program.

3. The Chief of the Orientation and Briefing Division was invited on 7 November to speak at the Counter Intelligence Corps School, Fort Holabird, on the subject of "Interpreting the National Intelligence Mission".

4. Surveys are presently being conducted by the Office of Training staff on unusual language courses offered in one hundred American universities, Far Eastern area and language courses offered in the Washington, College Park, and Baltimore areas, and current programs in American universities dealing with Spain. These surveys will be made available by the Chief of the Programs Division to the offices of the Agency for planning purposes.



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7. Clandestine Psychological Warfare Course #12 began on Monday, 10 November, with 12 full-time students and two auditors.

8. Operational Security Course #1 began on Monday, 10 November, with nine senior staff officers participating.

9. The initial presentation of a Stay-Behind Operations Course is scheduled for 24 November.

10. Communist Party Operations Course #10 will begin 1 December.

11. Clandestine Psychological Warfare Course #13 will begin 15 December.

12. The Director of Training participated in a briefing of [redacted] representatives on Thursday, 13 November. The subject of the discussion was the importance of a career service in a national intelligence agency, with particular attention to the personnel and training aspects of such a program.

13. The Director of Training has received informal information that paramilitary training requirements for the next twelve months' period will average less than fourteen students per month. This includes new employees as well as old employees who have had no training or wish refresher training. In view of this radical reduction in requirements, the DCI has directed the Office of Training to make immediate plans for other utilization of the Office of Training site [redacted].

With the concurrence of the DD/A and the DD/P, the Director of Training proposes to hold the Operations Course [redacted]

It is expected that the above plan will be in full operation by mid-January 1953.

14. A combined total of 184 students is presently enrolled in the introductory and self-study courses in the Language Training Center. During the week, the Language Laboratory was used for a total of 492 student hours.

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~~SECURITY INFORMATION~~

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15. As of 14 November, 324 CIA personnel are enrolled in TR(S) training courses, 369 in TR(G) courses, and 234 in external training, making a total of 927 in training programs under the jurisdiction of OTR as a whole.

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MATTHEW BAIRD

MB:arf

cc: DD/A

DD/I

DD/P

FOR INFORMATION OF DD/P ONLY

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Project [REDACTED] for SE/FI involving the training of four [REDACTED] officers was undertaken on Thursday, 6 November. This Project will continue until Friday, 21 November.

Meetings were held in reference to Project [REDACTED] for WE/PP. 25X1A2d3
This Project involves the training [REDACTED] 25X1C8a
with emphasis on stay-behind principles and organization.

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DD/P ONLY (CONT'D)

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A new outline [REDACTED] has been prepared and is currently being reviewed with representatives of the [REDACTED] PP. OTR is proposing that this course, now slanted from the point of view of clandestine operations rather than the background [REDACTED] be given an initial presentation as a two-weeks half-day seminar in which ECD staff and area division officers will participate and contribute to the development of doctrine and material.

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At the request of TSS, arrangements are being made through [REDACTED] to provide a special 3-day refresher and/or familiarization course in [REDACTED] at [REDACTED]. [REDACTED] instructor, will coordinate and conduct this training, which is desired by approximately twelve TSS personnel and is scheduled tentatively for the second week in December.

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